

# TINTAGEL PARISH COUNCIL



'Tintagel's Great Seal'

Clerk: Carolyn Y. May

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Tintagel Parish Council  
A2 Victoria Advent House  
Station Approach  
Roche  
Cornwall PL26 8LG

5<sup>th</sup> May 2020

Dear Sir/Madam

***You are invited to attend a virtual Meeting of Tintagel Parish Council to be held on Wednesday 13<sup>th</sup> May 2020, commencing at 7.00 p.m. to transact the business stated below. The meeting will take place through the use of Zoom Video conferencing and any member of the public wishing to 'attend' is welcome to do so but must provide the appropriate contact email in order to the Parish Clerk, in order to be included on the list of attendees. Normal regulations will apply to public participation in discussions.***

*Carolyn Y. May*

Clerk to the Parish of Tintagel

**Attendees please note:**

***This meeting has been advertised as a public meeting and, as such, could be filmed or recorded by broadcasters, the media, Councillor, or members of the public.***

***Please be aware that, whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.***

***Please Note - Any persons who wish to record the meeting should declare their intention to do so, prior to the commencement of the same.***

- **Apologies**
- **Declarations of Interest**
- **Invitation to members of the public to speak prior to meeting, (10 minutes allowed for this item)** - Participants attention is respectfully drawn to the Parish Council's 'Public Participation Policy', which sets out the rules governing this part of the agenda - only items listed on the said agenda may be discussed.\*

## **AGENDA**

**Minutes** - To Approve the Minutes of the previous meetings, held on the 6<sup>th</sup> March 2020 (Appendix A)

**Planning Applications** – Appendix B

**Planning Decisions** – Appendix C

**Accounts Payable** – Appendix D

**Draft Annual Accounts** – Clerk

**Appointment of Internal Auditor** - Clerk

**Tintagel Visitor Centre** – Cllr Brooks

**Project Advancement** – Cllr Goward

**Co-option**

**Updates:**

Public Lavatories (Trevena / TVC)

Bossiney Building

**Correspondence**

Grant Application

**\* Public Participation**

- Persons wishing to speak at any meeting can only do so in relation to decision items on the agenda.
- In respect of questions at Council meetings, members of the public must give notice in writing to the Parish Clerk, by no later than noon on the Friday before the Council meeting. The notice must specify the nature of the question in enough detail to enable a reply to be prepared. Questioners have the right to ask one supplementary question once they have received the chairman's response.
- Contributions are limited to one per person per item and no person shall speak for more than 3 minutes, except in exceptional circumstances, to be determined by the Chairman.

**Next Meeting** - The next Scheduled meeting is on Wednesday 3<sup>rd</sup> June 2020.

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5<sup>th</sup> March 2020

### **Minutes of the meeting of Tintagel Parish Council** **Wednesday 4<sup>th</sup> March 2020**

**Present:** Cllr Flower (Chairman), Cllr Goward, Cllr Dyer, Cllr Dale, Cllr Harper, Cllr Pearse, Cllr Callcut, Cllr Tremain

**Members of the Public:** five

Prior to the commencement of the meeting, the Clerk read out the notice relating to the recording/ filming of the meeting.

**Apologies:** Cllr Brooks (Vice-Chairman)

**Declarations of Interest:** None

## **Invitation to members of the public to speak prior to the meeting:**

**Mr Peter Wonacott, PW Planning – PA20/00544** – Mr Wonacott addressed the meeting, in relation to the proposed variation to the submitted Plan, relating the development of King Arthurs Car and Coach Park, Fore Street, Tintagel. He advised the meeting that, the variation submitted, provided for motorhomes to be sited on the existing car park, rather than on the grassed area, and that the said grassed area would be utilised as a parking area for cars. This change had been proposed by Mr Dangar, following the comments made by Parishioners at the Parish Council Meeting of the 5<sup>th</sup> February 2020.

**Ms Zoe Coshall (Christmas Lights)** – Ms Coshall advised the Members that, at present, there is no Christmas Lights Committee in situ. She added that the Committee of 2019 took over in February 2019. The first committee meeting was held in March 2019 and was comprised of persons who had never undertaken the task of erecting a Christmas lights display, and that no information had been made available to them by the previous committee members. It was acknowledged that the display for 2019/20 might have been better. However, there were a number of technical problems which, in the event that the 2019/20 committee was to remain in situ, would be addressed for the 2020/21 display.

It is also anticipated that, should the 2019/20 committee be re-appointed, three fundraising events would be held to provide funding for the 2020/21 display. It was also stated that there would only be five committee meetings.

Ms Coshall provided the Parish Clerk with a copy of the Christmas Lights Committee accounts. The final balance in the bank account stands at £1,202.05.

**Ms Zoe Coshall (Youth Club)** – The Youth Club is flourishing, with a current membership of 26 children. There are usually 18 in attendance at weekly meetings.

## **AGENDA**

### **MINUTES**

#### **Minute 084-2019/20**

The Minutes from the Parish Council Meeting, held on the 5<sup>th</sup> February 2020 were considered by Members, on a page by page basis. No issues were raised in relation to the same.

It was **proposed** by Cllr. Goward **seconded** by Cllr. Dyer and **RESOLVED** that the minutes be signed as a true record of the meeting. Unanimous. **Carried**.

#### **Minute 085-2019/20**

The Minutes from the Parish Council Meeting, held on the 17<sup>th</sup> February 2020 were considered by Members, on a page by page basis. No issues were raised in relation to the same.

It was **proposed** by Cllr. Goward **seconded** by Cllr. Dale and **RESOLVED** that the minutes be signed as a true record of the meeting. Four in favour and four abstentions (those not present at the meeting of the 17<sup>th</sup> February). **Carried**.

### **COMMUNITY LED LOCAL DEVELOPMENT PRESENTATION**

The Meeting received a presentation from Judith Hann, Programme Manager from CLLD, in respect of local funding opportunities for the area.

CLLD is an EU Funded Programme which targets the communities most in need, within Cornwall. It is led by Local Action Groups and targets the funding available in areas where it can make a difference economically.

The different funding streams were discussed, and it was noted that Tintagel is an area which could benefit from the programme. Members were each provided with a copy of presentation slides and these will be displayed on the Parish Council website, for the benefit of interested parties.

The Chairman thanked Judith for her presentation.

### **PUBLIC LAVATORIES – CHARGES**

Members discussed the current charges for public lavatories in the village. It was felt that the Parish Council should address the same. The sum of 50 pence had been recommended by the company which installed the entry systems. However. Members felt that the charge should be reduced and that the card entry system should be suspended as the charges incurred for this were rather high.

#### **Minute 086-2019/20**

It was **proposed** by Cllr Goward, **seconded** by Cllr Dyer and RESOLVED that the lavatory charges for the Visitor Centre Lavatories and for Trevena Square Lavatories should be reduced to 20 pence and that the card entry system should be suspended pending the identification of a more favourable hosting company rate. Unanimous. **Carried.**

It was **agreed** that the matter of the opening of the lavatories at the Visitor Centre and Trevena Square would be placed on the April 2020 Agenda for discussion.

### **PLANNING MATTERS**

#### **Minute 087 -2019/20**

PA20/00658 Sunnybank, Back Lane, Bossiney

It was **proposed** by Cllr. Goward, **seconded** by Cllr. Dyer and RESOLVED that there should be no objection to the proposal. Unanimous. **Carried.**

#### **Minute 088 -2019/20**

PA20/00544 (Variation) - King Arthurs Car and Coach Park, Fore Street, Tintagel PL34 0DA

It was **proposed** by Cllr. Tremain, **seconded** by Cllr. Pearse and RESOLVED that there should be no objection to the proposal. Seven in favour, one abstention. **Carried.**

#### **Minute 089 -2019/20**

PA19/08994 - Land North of Wishford Cottage, Treligga Downs Road, Delabole Cornwall PL33 9DL

It was **proposed** by Cllr. Goward, **seconded** by Cllr. Dyer and RESOLVED that the Parish Council would agree to disagree with the Planner's proposals. Unanimous. **Carried.**

**FINANCE**

**Accounts Payable**

Date	Cheque	Payee	Net	VAT	Total	Note
4032020	BACS	Andy Rose Photography	£43.50	£0.00	£43.50	TVC
4032020	BACS	Chubb	£222.07	£44.02	£264.09	TVC
4032020	3957	Mr T. Grigg	£15.58	£0.00	£15.58	TVC
4032020	BACS	Fishermens Friends	£144.00	£0.00	£144.00	TVC
4032020	3958	Paul Dayrell	£6.50	£0.00	£6.50	TVC
4032020	BACS	Cath Simmons	£263.88	£0.00	£263.88	TVC
4032020	3959	Rev Samuel Marsden	£10.40	£0.00	£10.40	TVC
4032020	3960	Mary Phillips	£19.48	£0.00	£19.48	TVC
4032020	4021	Diane Pe	£9.02	£0.00	£9.02	TVC
4032020	BACS	Suez	£12.22	£2.44	£14.66	TVC
4032020	BACS	Phoenix Print	£5,635.00	£0.00	£5,635.00	TVC
<b>Sub Total</b>			<b>£6,381.65</b>	<b>£46.46</b>	<b>£6,426.11</b>	<b>TVC</b>
8012020	BACS	AJH Services	£1,574.75	£0.00	£1,574.75	PC
8012020	BACS	Mr A. Pearce	£607.50	£0.00	£607.50	PC
8012020	BACS	SeaDog IT	£25.00	£0.00	£25.00	PC
8012020	BACS	Western Supply	£12.38	£2.48	£14.86	PC
<b>Sub Total</b>			<b>£2,219.63</b>	<b>£2.48</b>	<b>£2,222.11</b>	<b>PC</b>
<b>Totals</b>			<b>£8,601.28</b>	<b>£48.94</b>	<b>£8,648.22</b>	

**Minute 090-2019/20**

Members considered the schedule of payments to be made.

The Clerk, again, stressed that the Parish Council’s Business Banking Account (Current Account) is running dangerously low. Members were provided with a copy of the current balance of the same, as at the date of the meeting. The total of funds available was £14,706. The schedule of payments (ibid) amounted to £8,648 (rounded down), thus a balance of £6,058 would be the sum available to meet outgoings until the end of the month.

Members were also provided with a copy of the Parish Council’s Deposit A/c statement, which showed a total of £56,546.51 in reserves. A further £4,346.89 is held in the NS&I account.

It was proposed by Cllr Dyer, seconded by Cllr Goward and RESOLVED that the schedule of accounts would be accepted. Unanimous. **Carried.**

**Minute 091-2019/20**

The Parish Clerk requested that all payments totalling £500 (net) or more, should be listed and displayed on the Parish Council website.

It was **proposed** by Cllr Flower, **seconded** by Cllr Goward and RESOLVED that the schedule of all payments totalling £500 (net) or over (for the period 2019/20) should be displayed on the Parish Council website. To be updated as necessary. Unanimous. **Carried.**

## **STAFFING COMMITTEE**

Cllrs raised their concerns at the manner in which the Clerk had been treated by a non-TPC Councillor, prior to the evening's meeting. The Councillor had attended at the venue, prior to the commencement of the meeting but did not remain for the same. Members commented on the unacceptable conduct displayed by that person, in the presence of both Members and the public. The conduct was directed towards both the Chairman of the Parish Council and the Clerk.

Cllr Tremain stated that the time had come to 'place a barrier around the Clerk' to prevent the on-going bullying campaign from having a detrimental effect on both the Clerk and on the Parish Council. Cllr Tremain had, in fact, interceded when the Clerk had been publicly disrespected that evening.

It was **agreed** that there should be an urgent meeting of the Parish Council Staffing Committee, in order to address the matter and to determine the 'next steps' to be taken.

### **Minute 092-2019/20**

It was proposed by Cllr Tremain, **seconded** by Cllr Dale and **RESOLVED** that Cllrs. Harper and Pearse would be appointed to the Staffing Committee, thus raising the number of Members on the same to four. Cllrs: Brooks, Tremain, Harper. Pearse.

## **UPDATES**

- **Planning Group** – None
- **TVC** - Cllr Harper advised the meeting that there were now two new volunteers for the TVC. The alarm system at the TVC has now been updated and is working well. The new 2020/21 brochure has now been delivered to the TVC.
- **Projects Group**

**IT** - the Clerk advised the Meeting that there had been a positive meeting with Impress51 (Caroline New) and that she had provided a written quotation for the creation of a new, dedicated, Tintagel Visitor Centre website.

### **Minute 093-2019/20**

It was proposed by Cllr Goward, **seconded** by Cllr Pearse and **RESOLVED** that the Parish Council website would be transferred to Impress 51 and immediately upgraded to ensure compliance with the Accessibility Regulations, which must be implemented by September 2020. Impress 51 would be instructed to build a new website for the Tintagel Visitor Centre but that this would not be undertaken until the new financial year has commenced. Unanimous. **Carried.**

## **CORRESPONDENCE**

### **Telephone Box**

Following receipt of an email request from Tina McGrath (Cornwall Council), Members considered the matter of the retention of the telephone box at Bossiney Road, Tintagel. Although the Members had decided that it was not required as a Parish Asset, they were advised that a local businessman was keen to become custodian of the same. Only Parish/ Town councils are permitted to purchase these items. Members alluded to the assistance that had been received from the owners of the business and felt that the purchase of the asset would show good-will.

### **Minute 094-2019/20**

It was proposed by Cllr Flower, **seconded** by Cllr Dyer and RESOLVED that the Parish Council would purchase the telephone box, for the sum of £1.00, on the condition that Mr Old undertakes to maintain the asset. Unanimous. **Carried**

### **Molesworth Street Development**

The Clerk read out a letter from Mr Killian Cockburn, builder. Mr Cockburn had provided the Parish Council with three potential names for the development:

St Denys Crescent  
Hunter Crescent  
Gover Crescent

Members did not feel that any of the three names were appropriate for the area and have suggested **Trerammet Close / Crescent**, to reflect the original name of the area.

**The meeting closed at 20:30 hrs**

**Next Meeting: Wednesday 1<sup>st</sup> April 2020**

Carolyn Y. May LLB (Hons), MA (Finance & Investment), B.Sc.  
Parish Clerk

Reference	PA20/01956
Alternative Reference	PP-08554566
Application Validated	Tue 31 Mar 2020
Address	Truckle Trelake Lane Treknow Tintagel PL34 0EW
Proposal	Outline application for residential development (demolition of existing garage) with all matters reserved.
Status	Awaiting decision
Appeal Status	Unknown

Reference	PA20/00569/PREAPP
Alternative Reference	n/a
Application Validated	Tue 31 Mar 2020
Address	1-6 Camelot Flats Castle View Tintagel Cornwall PL34 0DH
Proposal	Pre-application advice for the demolition of existing buildings and erection of a new development of 6 (No.) apartments with parking.
Status	Awaiting decision
Appeal Status	Unknown

Reference	PA20/00544
Alternative Reference	PP-08444259
Application Validated	Fri 07 Feb 2020
Address	King Arthurs Car And Coach Park Fore Street Tintagel PL34 0DA
Proposal	Change of use of land to serve as a seasonal car park - from Good Friday to 31 October each year
Status	Decided
Decision	Refusal one reason
Decision Issued Date	Fri 03 Apr 2020

Reference	PA19/08994
Alternative Reference	N/A
Application Validated	Wed 11 Dec 2019
Address	Land North Of Wishford Cottage Treligga Downs Road Delabole Cornwall PL33 9DL
Proposal	Erection of three detached dwellings, modification of existing field access, creation of a second access, provision of private foul drainage and demolition/clearance of second world war structure and remains
Status	Decided
Decision	Withdrawn
Decision Issued Date	Mon 30 Mar 2020

Date	Type	Payee	Amount (Net)	VAT	Total	BUS BANK BA
<b>13052020</b>						<b>35085.89</b>
13th May 2020	BACS	Andy Pearce	961.50	0.00	961.50	
13th May 2020	BACS	Western Supply	16.42	3.28	19.70	
13th May 2020	BACS	SeaDog IT	25.00	0.00	25.00	
13th May 2020	BACS	Viking	115.13	23.03	138.16	
<b>TPC Total</b>			<b>1118.05</b>	<b>26.31</b>	<b>1144.36</b>	
13th May 2020	BACS	Tormark	347.68	0.00	347.68	
13th May 2020	BACS	Tormark	525.14	0.00	525.14	
13th May 2020	BACS	Tormark	9.72	0.00	9.72	
<b>TVC Total</b>			<b>882.54</b>	<b>0.00</b>	<b>882.54</b>	
<b>Payments Exceeding £500 (net) - not Listed</b>						
Apr-20	DD	Cornwall Council - Rates	1238.1	0.00	1238.10	PAID 01052020
2020-21	<b>Income</b>					
Apr-20	BACS	Loan - from CM	3000.00	0.00	3000.00	3000.00
Apr-20	BACS	Cornwall Council	54893.06	0.00	54893.06	57766.44
TPC Income						<b>60766.44</b>

<b>PC BUS BANK</b>	
<b>Income MAY 2020</b>	0.00
<b>Bank Balance after DD/SO</b>	35085.89
<b>TPC Transactions (ibid)</b>	-1144.36
<b>TVC Transactions (ibid)</b>	-1238.1
<b>Total Transactions</b>	-2382.46
<b>Reconciled Sum</b>	<b>32703.43</b>